

**DEPARTMENT OF ENERGY AND ENVIRONMENTAL PROTECTION  
LATERAL TRANSFER / PROMOTIONAL OPPORTUNITY  
ENERGY AND ENVIRONMENTAL PROTECTION ASSISTANT DIVISION DIRECTOR**

**PLEASE FOLLOW THE SPECIFIC APPLICATION FILING INSTRUCTIONS AT THE BOTTOM OF THIS PAGE!**

**Open To:** DEEP Employees

**Location:** Bureau of Air Management, Engineering and Enforcement Division

**Job Posting No:** 105990

**Type of Position:** Full-time, Permanent

**Annual Salary:** \$94,803.00 - \$129,274.00 (MP68)

**Closing Date:** 11/22/13

**Eligibility Requirement:** Candidates must meet the General and Special Experience for Energy and Environmental Protection Assistant Division Director. State employees currently holding the above title or those who have previously attained permanent status in the class may apply without taking the exam. Candidates on Reemployment/SEBAC lists will be given first consideration.

**Description of Duties:** The Assistant Director is responsible for overseeing all air quality permitting, stationary source control program development, regulation writing and technical data functions for the Bureau of Air Management. The position requires a dynamic individual with leadership and technical skills to formulate and deliver effective air pollution control strategies that address emission reductions as efficiently as possible, consistent with the agency's 3E (Energy, Environment, Economics) philosophy.

**Specific responsibilities include but are not limited to:**

- Manages strategic development of controlling air emissions from stationary sources by assisting in formulating policies and regulations to achieve Connecticut's air quality goals, quantifies cost/benefit scenarios and communicates outcomes and actions clearly to stakeholders;
- Achieves clean air objectives and maximizes environmental results by integrating policies into the core engineering functions;
- Directs the action needed to complete assigned projects, improve efficiency, change program emphasis by managing day-to-day activities and communicates with supervising engineers, analysts and technical staff;
- Tracks and evaluates stationary source controls, permitting and inventory work;
- Reviews technical work products, reports, regulations, and recommendations submitted by supervisors to assure consistency and validity of technical, economic and intergovernmental considerations and requirements;
- Maintains close liaison with DEEP permitting managers, the regulated community, other stakeholders, EPA and other states;
- Represents the agency at regional meetings, professional societies and hearings;
- Assists the Director in formulating policies, objectives and goals consistent with the department's policies and bureau's operational needs;
- Works with supervisors to develop metrics, prioritize work and assure commitments are met in a timely manner;
- Works with supervisors to develop leadership and management skills, provides mentoring to enhance staff capacity and empower innovative problem solving;
- Plans for staff development, takes disciplinary and other action, administers human resources and affirmative action policies and maintains positive employee morale.

**Preferred Candidate Will Have:**

- Excellent supervisory, management and organizational skills, including a considerable finesse to lead a highly technical and experienced workforce;
- Demonstrated capacity as a change agent by applying creativity and understanding trends that impact the organization;
- Strategically-focused, flexible, optimistic, persistent in the face of adversity, and possessing long-term vision;
- Results-driven, self-accountable and customer service oriented;
- Excellent interpersonal, oral and written communication skills with significant experience in public speaking;
- Considerable experience articulating complex technical, regulatory, policy or operational information to a wide variety of audiences in a clear and simple manner;
- Considerable knowledge in state and/or federal laws/regulations related to air pollution control;
- Considerable experience developing and implementing policies and innovative approaches to technical, engineering and scientific resource management;
- Significant working knowledge and experience in problem solving and project management;
- Significant knowledge and/or experience in personnel management practices;
- Proven experience exercising critical thinking, managing productivity, defining expectations, establishing measurable goals, coordinating programs and making sound decisions.

**GENERAL EXPERIENCE:**

Nine (9) years of professional experience in natural resource management, environmental conservation, energy research, energy planning, energy policy development, public outdoor recreation, pollution prevention, reduction and management, environmental regulatory programs or other related environmental protection field.

**SPECIAL EXPERIENCE:**

One (1) year of the General Experience must have been in a supervisory capacity responsible for the supervision of professional and technical support staff performing environmental protection work.

**Note:** The filling of this position will be in accordance with reemployment, SEBAC, transfer, promotion and merit employment rules, if applicable.

**Application Instructions:** Interested and qualified candidates who meet the above requirements should submit a cover letter, a resume, a CT-HR-12 Application for Employment and current state employees must provide a copy of his/her last two performance to: **(Incomplete packages will not be considered)**

**Department of Energy and Environmental Protection**  
**Human Resources Division**  
**79 Elm Street**  
**Hartford, CT 06106-5127**  
**Attn: Angella Levy**  
**Telephone: (860) 424-3006**  
**Fax: (860) 424-3896**

**AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER**

The Connecticut Department of Energy and Environmental Protection is an Affirmative Action and Equal Opportunity Employer that is committed to complying with the Americans with Disabilities Act. To request an accommodation contact us at (860) 418-5910 or [deep.accommodations@ct.gov](mailto:deep.accommodations@ct.gov)